



**CITY OF LOS ALTOS**  
**Community Development Department**  
**Building Division/Planning Division**  
**(650) 947-2752**

## SWIMMING POOL SUBMITTAL REQUIREMENTS

**1. Provide a site plan with the following information OR any recently approved Design Review application that includes the following information:**

- ☐ Area of pool equipment enclosure;
- ☐ Existing and proposed grading;
- ☐ Location of all structures on-site;
- ☐ Location of all known easements;
- ☐ Location of all trees greater than 4" in diameter;
- ☐ Location and height of fence (minimum 5') and self-closing gates swinging away from pool. Indicate "pool safety features" (i.e. alarms, cover, etc.);
- ☐ Pool setbacks from property lines measured to the outside foundation (not waterline); and
- ☐ Provide location of proposed pool equipment enclosure (pool equipment enclosures may not be located in interior side yards). Pool equipment enclosures are unique and limited in size, height and location. See City of Los Altos planning division for regulations and approval of proposed equipment enclosures.

**2. Provide a rendering of the pool equipment enclosure with the following information:**

- ☐ Proposed height, width, and length;
- ☐ Slab height from natural grade. Pool equipment shall be anchored to a minimum 3-1/2" concrete slab;
- ☐ Building materials; A daylight plane study (if applicable);
- ☐ Location of vents for pool heater (if applicable). Vents for pool heaters must be a minimum 4' from property lines and be out of the daylight plane. Show size of combustion air vents for pool heater in sheds. Provide Title 24 pool cover, if heater is proposed.
- ☐ Note on plans in bold font "***Equipment enclosure to be completed per plans prior to Pre-Plaster inspection***".
- ☐ Indicate gas pipe size, BTU rating of all appliances served, location and distance from service meter to equipment;

- ☐ Show complete construction cross-section of pool equipment shed, including pool heater vent clearances and working clearances;
- ☐ Indicate shed door to be a minimum of 24" wide.

### **3. General notes and details:**

- ☐ All work must be done to current 2013 California Code of Regulations (CBC, CMC, CPC, CEC and Energy Code);
- ☐ Structural plans need to be wet signed by engineer;
- ☐ Pool excavations shall be outside of the 45 degree bearing angle of adjacent structure(s) footings;
- ☐ Show size and location of electrical service. Upgrade, if necessary;
- ☐ Show required pool and spa drains. Three foot minimum separation with anti-entrapment listed cover;
- ☐ Electrical panels shall have minimum required working clearances – (30" wide by 36" deep x 6'6" headroom clearance);
- ☐ Swimming pools and spas provided with heat shall have listed ASTM pool and spa covers installed for final inspection
- ☐ One convenience receptacle outlet shall be provided. Outlet shall be no closer than 10ft., and no further than 20 ft. from edge of water (G.F.C.I. protected)

